

CITY OF SALINA
POSITION DESCRIPTION

CLASS TITLE: Utility Engineer **GR:** 17 **FLSA:** EX **DATE:** 05/26/2006

DEPARTMENT: Public Works **DIVISION:** Utilities

REPORTS TO: Utilities Director **APPROVED:** _____ **JOB CODE:** 6980

GENERAL DESCRIPTION:

Under general direction, performs work in technical field and office engineering work relating to sanitary sewer and water utilities. Also performs work to insure compliance with the Cross Connection Control Program and compliance with ordinances relating to industrial/commercial sand, oil and grease interceptors. Work varies requiring interpretive judgement within prescribed standards and procedures.

TYPICAL DUTIES:

As assigned by the Utilities Director, reviews plans and specifications for both private developments and utility projects for compliance with pertinent codes and accepted engineering practices; reviews building plans and specifications for compliance with pertinent codes relating to cross connection, backflow prevention, and sand/oil and grease interceptors; conducts field inspections to assure compliance with the approved plans and specifications, codes, ordinances and Uniform Plumbing Code; maintains a notification system and record of installation, inspection testing and overhaul of backflow prevention devices; actively involved in the development review process; prepares engineering estimates of utility projects; reviews and prepares hydraulic water modeling; develops technical construction plans and specifications for installation of sanitary sewer and water utility improvements; assists with the preparation of engineering feasibility reports; works with CADD, GIS, and other technical software systems; assists with coordination of projects with other departments, local, state, and federal agencies; and performs other duties as assigned.

SUPERVISION - RESPONSIBILITY FOR WORK OF OTHERS:

Occasionally leads the work of others.

MINIMUM EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:

Any combination of education and experience equivalent to graduation from college with a Bachelors degree in Sanitary or Civil Engineering or a related field, and progressively responsible experience in civil engineering; EIT Certification is preferred; possess a valid Kansas driver's license.

RESIDENCY REQUIREMENTS:

This position has a 40 minute response time by way of the most direct route and within the posted speed limits; or must live within the city limits of Salina, Bennington, Minneapolis, McPherson, Solomon, Abilene, or Carneiro.

ESSENTIAL JOB FUNCTIONS:

Establish and maintain effective working relationships with fellow employees, officials and the public. (Daily)

Apply knowledge of the principles, practices and equipment used in civil engineering. (Daily)

Understand plumbing codes and apply technical knowledge to the proper installation of plumbing systems directly related to backflow prevention and sand/oil and grease interceptors. (Daily)

Apply knowledge of construction specifications and plans, and of regulations relating to utility construction by contract. (Daily)

Possess knowledge of acceptable engineering practices. (Daily)

Coordinate and schedule engineering and construction projects effectively in accordance with approved policies and time constraints. (Daily)

Review plans and specifications. (Daily)

ESSENTIAL JOB FUNCTIONS (continued):

Exhibit skills in performing difficult technical computations, estimates, and tests, and in compiling engineering data and statistics. (Daily)

Possess skills in communicating with developers and contractors in securing compliance with plans, specifications, codes, ordinances and Uniform Plumbing Code. (Daily)

Effectively communicate orally and in writing. (Daily)

PHYSICAL DEMANDS OF ESSENTIAL JOB FUNCTIONS:

Work Type: Medium, exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Climbing/Balancing: Climb inclines and ladders, uneven surfaces, balance required

Walking: Extensive amount required.

Stooping/Bending: Frequently

Stand/Sit: Sit about 65 percent of the time

Reaching: Frequent, overhead as well as horizontal

Vision: Adequate to perform essential functions

Color Vision: Adequate to perform essential functions

Hearing: Frequently perceive nature of sounds by ear

Speech: Frequently express ideas by means of spoken words

Eye/Hand/Foot Coordination: Frequently operates precision equipment requiring moderate ability

Manual Dexterity: Frequently operates precision equipment requiring moderate ability

ENVIRONMENTAL DEMANDS OF ESSENTIAL JOB FUNCTIONS:

Inside/Outside: Work inside and outside

Cold/Heat: Adverse conditions possible

Wet/Dry: Adverse weather conditions possible

Noise/Vibrations: Heavy construction possible

Hazards: Moderate exposure to traffic and construction hazards

Fumes/Dust/Odors: Moderate exposure to dust and construction equipment fumes

Infectious Diseases: Moderate exposure

MENTAL REQUIREMENTS OF ESSENTIAL JOB FUNCTIONS:

Ability to read and comprehend technically-written material.

Ability to understand and apply mathematical concepts accurately.

Ability to listen to and apply information and instructions.

Ability to organize information for concise written and oral presentation.

Ability to operate computer hardware and software including graphics and engineering software.

MACHINES, TOOLS, EQUIPMENT AND WORK AIDS USED:

Copy machine, adding machine, calculator, computer, telephone and two-way radio.

REMARKS:

The above position description is intended to describe the duties of an employee in general terms and does not necessarily describe all of his/her duties.